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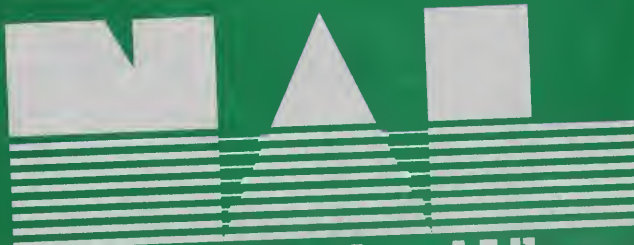
**LOCAL SPONSORS'  
WATER RESOURCE PROGRAM  
INFORMATION KIT**



**USDA  
NATURAL RESOURCES CONSERVATION SERVICE**

***Somerset, New Jersey***

**United States  
Department of  
Agriculture**



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Dear Sponsor:

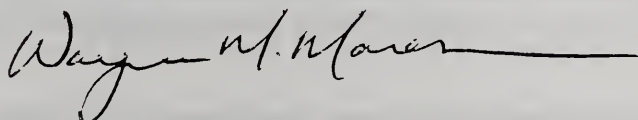
It is my pleasure to welcome you as a partner with the Natural Resources Conservation Service (NRCS) in the development and management of New Jersey's water resources, and to provide you with this Local Sponsors' Water Resource Program Information Kit.

Watershed management and managing our resources on an ecosystem basis have recently become widely used terms among natural resource organizations and agencies. For over 40 years, New Jersey Soil Conservation Districts, New Jersey State Soil Conservation Committee and NRCS have worked together to implement nearly twenty watershed projects in the State. PL83-566, also known as the Watershed Protection and Flood Prevention Act, was passed by Congress in 1954. The law has allowed the NRCS to work with conservation districts and communities to improve water resources. PL83-566 projects reduce flooding damages, provide agricultural water management for irrigation, drainage, water quality, water conservation as well as nonagricultural water management for public fish and wildlife, public recreation, water quality management and groundwater recharge. In recent years the program has evolved to include more non-structural measures such as purchase of easements for wetlands and floodplains as well as flood-proofing for individual residences and businesses.

Some of the other water resource programs which NRCS administers include the Wetland Reserve Program, Emergency Watershed Program and the River Basin Program.

This information kit, the result of requests from numerous individuals, groups and organizations, is intended to provide you as the local sponsor(s) with information regarding the NRCS water resource programs. It includes information on individual programs, how to apply for assistance, the NRCS natural resource planning process, local sponsor responsibilities and other information. It will improve your knowledge of our capabilities in helping you to successfully implement a multi-objective water resource project. We also hope that it will assist you to identify, minimize and/or eliminate potential barriers to the successful implementation of your project.

If you have any ideas about how this kit can be improved, or suggestions about other ways in which we can help, please contact your local District Conservationist or the State Resource Conservationist at the State Office listed in the NRCS Contacts on pages 19.



Wayne Maresch  
State Conservationist

U.S. DEPARTMENT OF AGRICULTURE  
NATURAL RESOURCES CONSERVATION SERVICE

CONTACTING FINDER

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# NATURAL RESOURCES CONSERVATION SERVICE

## VISION

The vision of the Natural Resources Conservation Service is “a productive nation in harmony with a quality environment.”

## MISSION

The mission of the Natural Resources Conservation Service is to provide leadership and administer programs to help people conserve, improve and sustain our natural resources and environment. The water management mission of the Natural Resources Conservation Service is to assist people to manage water quality and quantity to meet society's evolving needs and sustain healthy ecosystems. To accomplish this mission, NRCS will provide technical leadership in the implementation of a nationwide water management assistance process that builds on the following principles and concepts:

- Provide water management assistance on a watershed basis.
- Promote local, State and Federal partnerships to better serve New Jersey citizens.
- Ensure public involvement.
- Apply ecosystem-based integrated resource planning and management concepts.
- Utilize and build on existing databases.
- Build on the existing local conservation district delivery system.
- Provide interdisciplinary planning assistance at the watershed and individual landowner level.
- Apply appropriate best available technology.
- Protect, enhance, and restore natural resources to sustain productive capability.

# NATURAL RESOURCES CONSERVATION SERVICE

## ORGANIZATION

The NRCS chain of command is:

Chief  
Regional Conservationist  
State Conservationist  
District Conservationist

### *YOUR LOCAL CONTACT FOR INFORMATION:*

Your District Conservationist is the best source of information at the Natural Resources Conservation Service. All questions, concerns, comments and requests should be directed to your District Conservationist. He/she will also provide the information and copies of any documents you may need. You are also always welcome to contact the State Conservationist.

The address and phone number for these people are listed under Natural Resources Conservation Service contacts on page 17.

### *SOIL CONSERVATION DISTRICTS, NJ STATE SOIL CONSERVATION COMMITTEE, AND NRCS:*

Soil Conservation Districts, NJ State Soil Conservation Committee, and NRCS are part of what is known as the New Jersey Conservation Partnership. Soil Conservation Districts are local governmental subdivisions of the state, formed under state enabling legislation, whose purpose includes providing assistance to landowners, groups and communities in the management of their soil and water resources. There are 16 Soil Conservation Districts in New Jersey. In New Jersey, Soil Conservation Districts

and Sediment Control Act. Soil Conservation Districts are governed by a Board of Supervisors which sets priorities for the work of Federal and State agencies assisting private landowners and users. Water resource projects to which NRCS provides assistance must have the sponsorship of the local Soil Conservation District. The State Soil Conservation Committee is the State agency responsible for developing, supporting and coordinating soil and water conservation programs in New Jersey.

### *PUBLIC PARTICIPATION:*

Public participation is an integral part of the planning and decision-making process which provides opportunities for the public to be involved with NRCS in an interchange of data and ideas. Public participation is initiated at the beginning of the planning process and continues throughout the process. Individuals and groups representing a wide variety of viewpoints are encouraged to participate. A variety of techniques may be used to solicit and encourage participation. The local sponsoring organization(s) has a major role in assuring that adequate public participation occurs.

### *ASSISTANCE TO INDIVIDUALS:*

Assistance is provided to individual landowners to develop and implement soil and water conservation plans for their own properties. Many of the recommended practices reduce surface water runoff which carries sediment, nutrients, chemicals and pathogens.

## PL83-566 WATERSHED PROTECTION AND FLOOD PREVENTION ACT

This program, also known as the "small watershed program," provides technical assistance to local organizations for the planning and carrying out of watershed projects. Purposes eligible for technical assistance include watershed protection, flood prevention and agricultural water management for irrigation, drainage, rural water supply, water quality and water conservation, nonagricultural water management for public fish and wildlife development, public recreation development, water quality management and groundwater recharge.

### LAND TREATMENT AND FLOOD PREVENTION:

Watershed protection or land treatment projects are planned and implemented to reduce sediment damage, improve water quality, conserve water or reduce damages caused by erosion.

Flood prevention includes land treatment, nonstructural and structural measures to reduce damages caused by flooding. Nonstructural measures alleviate flood losses by modifying the vulnerability of land, people and property to flood damage or by reducing the impacts of flooding. Nonstructural measures for flood prevention include zoning, building codes or other regulatory actions, land acquisition, relocation, flood proofing and flood warning and response systems. Structural measures are those larger, more

complex and often costly practices that require group action to plan, install, operate and maintain. Structural measures include dams to retard floodwater, channel work, levees, dikes, desilting basins, floodways and flood water diversions.

Agricultural water management consists of measures to increase or conserve present or future water supplies in rural areas, improve water quality impaired by nonpoint source pollutants or salt water intrusion, and increase the efficiency of water management for agricultural purposes.

### *Types of Assistance:*

Public Law 83-566 authorizes NRCS to prepare water and land resource plans in response to requests from sponsoring local organizations (SLO). Each resource plan will fall into one of the following categories:

- ❑ **Locally Implemented (LI) Plans** — These projects will be installed by local organizations without any further Public Law 83-566 assistance.
- ❑ **Technical Assistance (TA) Plans** — These projects employ PL 83-566 funds to provide technical assistance for land treatment or engineering services for structural and nonstructural measures.
- ❑ **Technical and Financial Assistance (TA/FA) Plans** — These are projects which use Public Law 83-566 funds are used to provide both technical and financial assistance.

*Standards and Criteria:*

All PL83-566 plans must conform to the "Economic and Environmental Principles and Guidelines for Water And Related Land Resources Implementation Studies" (P&G). National Environmental Policy Act (NEPA) procedures are followed. An Environmental Impact Statement (EIS), an Environmental Assessment (EA) or a Finding of No Significant Impact (FONSI) will be prepared for each TA or TA/FA plan. An environmental evaluation and an environmental assessment will be prepared for LI plans. Other considerations which must be addressed in the planning process include cultural resources, threatened and endangered species, channel modifications guidelines, protection of wetlands and flood plain management.

PL83-566 program criteria apply as follows for the various types of plans:

---

	LI Plans	TA Plans	TA/FA Plans
250,000 acre watershed size limit	Yes	Yes	Yes
25,000 AF total capacity limit	Yes	Yes	Yes
12,500 AF floodwater storage limit	Yes	Yes	Yes
One recreation development per 75,000 acres	No	No	Yes
20 percent agricultural benefits	No	Yes	Yes
Application submitted through Governor	No	Yes	Yes
Land treatment above structures	No	Yes	Yes

---

*COST SHARING AND FINANCING:*

- Project costs are shared between the sponsor and the Federal government. Cost sharing splits between the partners are defined by law, and vary for each project purpose.
- Funds for the Federal share are provided through the Federal budget process.
- Funds for your share may be raised and provided by a number of methods available to non-Federal public agencies.

*Planning Process:*

The planning process used for developing a watershed plan is shown on the next page.

*Natural Resources Conservation Service Planning Process:*

**STEP 1 - IDENTIFY PROBLEMS -**

This step is the identification of resource problems in the planning area and may include recognition of resource enhancement opportunities.

**STEP 2 - DETERMINE OBJECTIVES -**

Identify and agree on what you want to achieve through the planning and implementation process.

**STEP 3 - INVENTORY RESOURCES -**

The resources in the planning area are inventoried so that the problems and are defined and current resource conditions are established. Onsite and related offsite conditions are both inventoried.

**STEP 4 - ANALYZE RESOURCE DATA -**

Information gathered in Step 3 is analyzed to clearly define the resource conditions, including any problems associated with their use.

**STEP 5 - FORMULATE ALTERNATIVES**

- Alternatives that will achieve your objectives, solve resource problems, and take advantage of opportunities to improve or protect the resource.

**STEP 6 - EVALUATE ALTERNATIVES -**

Evaluation of the potential social, economic and environmental effects of various alternatives.

**STEP 7 - MAKE DECISIONS -**

You select the alternative to implement and the planner prepares the necessary documentation of your decision.

**STEP 8 - IMPLEMENT PLAN -**

The selected alternative is implemented.

**STEP 9 - EVALUATE PLAN -** Evaluation of whether the project is functioning as projected and achieving your objectives and identification of any maintenance needs.

*Source:* September 1993. National Planning Procedures Manual. Natural Resources Conservation Service, Washington, DC.

*Sponsoring Local Organization (SLO) Responsibilities:*

Sponsors of watershed projects are local organizations such as soil conservation districts, municipalities, counties, watershed associations, State agencies and others. Most projects have two or more sponsors.

The sponsoring local organization (SLO) shall be entities legally organized under state law, having the authority to carry out, operate and maintain works of improvement. Those plans, which incorporate nonstructural or structural measures, shall be sponsored by organizations that, individually or collectively, have the power of eminent domain and the authority to levy taxes or use other adequate funding sources to finance their share of the project cost, and all operation, maintenance and replacement costs of project works of improvement. The SLO executes an Operation, Maintenance and Replacement Agreement. This ensures that all project components are maintained and *replaced*, if necessary, in accordance with state and federal laws throughout the project evaluation period - *usually 50 or 100 years for projects containing structural measures*.

The SLO is responsible for forming a steering committee which adequately represents all watershed stakeholders, arranging meetings, agendas and minutes and participating in the planning process. The SLO completes and submits the Request for Federal Assistance (SF-424). A reproducible example is given on the next page.

The SLO should hold at least one widely advertised public meeting to discuss alternative proposals at the time a request for planning authorization is developed by the NRCS State Conservationist for the NRCS Chief.

The SLO shall acquire or provide other evidence that landowners or water users have acquired such water rights pursuant to State law as may be needed in the installation and operation of the works of improvement.

At least 50 percent of the lands situated in the drainage area above each retention reservoir to be installed with Public Law 83-566 funds shall have soil conservation plans. The SLO shall obtain agreements to carry out recommended soil conservation measures and proper conservation plans from owners.

The SLO secures easements and rights-of-way and ultimately assures that adequate maintenance is performed on any structural measures following their completion.

The SLO executes a watershed plan agreement which sets forth responsibilities for acquisition of real property, contracts for installation of project measures, cost share rates and project administration requirements. The SLO may request the NRCS to do the contracting.

# APPLICATION FOR FEDERAL ASSISTANCE

<b>1. TYPE OF SUBMISSION:</b> <i>Application</i> <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction  <i>Preapplication</i> <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	<b>2. DATE SUBMITTED</b>	Applicant Identifier
	<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier
	<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier

### 5. APPLICANT INFORMATION

Legal Name:	Organizational Unit:
Address (give city, county, state, and zip code):	Name and telephone number of the person to be contacted on matters involving this application (give area code)

### 6. EMPLOYER IDENTIFICATION NUMBER (EIN):

--	--	--	--	--	--	--	--	--	--	--

### 7. TYPE OF APPLICANT: (enter appropriate letter in box)

- |                          |                     |  |
|--------------------------|---------------------|--|
| <input type="checkbox"/> | A. State            | H. Independent School Dist.                        |
| <input type="checkbox"/> | B. County           | I. State Controlled Institution of Higher Learning |
| <input type="checkbox"/> | C. Municipal        | J. Private University                              |
| <input type="checkbox"/> | D. Township         | K. Indian Tribe                                    |
| <input type="checkbox"/> | E. Interstate       | L. Individual                                      |
| <input type="checkbox"/> | F. Intermunicipal   | M. Profit Organization                             |
| <input type="checkbox"/> | G. Special District | N. Other (Specify): _____                          |

### 8. TYPE OF APPLICATION:

- New   
  Continuation   
  Revision

If Revision, enter appropriate letter(s) in box(es):

- A. Increase Award    B. Decrease Award    C. Increase Duration  
 D. Decrease Duration    Other (specify): \_\_\_\_\_

### 9. NAME OF FEDERAL AGENCY:

### 10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:

--	--	--	--	--	--	--	--

TITLE:

### 11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:

### 12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.):

### 13. PROPOSED PROJECT:

Start Date	Ending Date
------------	-------------

### 14. CONGRESSIONAL DISTRICTS OF:

a. Applicant	b. Project
--------------	------------

### 15. ESTIMATED FUNDING:

a. Federal	\$	.00
b. Applicant	\$	.00
c. State	\$	.00
d. Local	\$	.00
e. Other	\$	.00
f. Program Income	\$	.00
g. TOTAL	\$	.00

### 16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

- a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:
- DATE \_\_\_\_\_
- b. NO.  PROGRAM IS NOT COVERED BY E.O. 12372
- OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW

### 17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

- Yes    If "Yes," attach an explanation.     No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED

a. Typed Name of Authorized Representative	b. Title	c. Telephone number
d. Signature of Authorized Representative	e. Date Signed	

## INSTRUCTIONS FOR THE SF 424

This is a standard form used by applicants as a required facesheet for preapplications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

- | Item: | Entry:   | Item: | Entry:   |
|-------|--|-------|--|
| 1.    | Self-explanatory.  | 12.   | List only the largest political entities affected (e.g., State, counties, cities).   |
| 2.    | Date application submitted to Federal agency (or State if applicable) & applicant's control number (if applicable).  | 13.   | Self-explanatory.  |
| 3.    | State use only (if applicable).  | 14.   | List the applicant's Congressional District and any District(s) affected by the program or project.  |
| 4.    | If this application is to continue or revise an existing award, enter present Federal identifier number. If for a new project, leave blank.  | 15.   | Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate <i>only</i> the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15. |
| 5.    | Legal name of applicant, name of primary organizational unit which will undertake the assistance activity, complete address of the applicant, and name and telephone number of the person to contact on matters related to this application.   | 16.   | Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.  |
| 6.    | Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.  | 17.   | This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.  |
| 7.    | Enter the appropriate letter in the space provided.  | 18.   | To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)  |
| 8.    | Check appropriate box and enter appropriate letter(s) in the space(s) provided:<br>— "New" means a new assistance award.<br>— "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date.<br>— "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. |       |  |
| 9.    | Name of Federal agency from which assistance is being requested with this application.   |       |  |
| 10.   | Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.  |       |  |
| 11.   | Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project.  |       |  |



## APPLICATION FOR ASSISTANCE:

### *Initial Request:*

All Public Law 83-566 planning assistance is furnished in response to requests from the SLO. This may be in the form of a letter to the State Conservationist. A copy of the request should be furnished to the designated State agency.

### *Preliminary Investigation:*

An interdisciplinary team performs a preliminary investigation to provide reasonable assurance that a feasible plan can be developed and that there are no obvious insurmountable obstacles.

### *Authorization of Planning Assistance:*

The State Conservationist notifies NRCS National Headquarters of the project. Such notification shall include the name, location, and size of the watershed, sponsors, anticipated project purposes, estimated installation cost, estimated completion date and any other pertinent information from the preliminary investigation.

### *Locally Implementable Plan:*

A plan (LI plan) to be given to the SLO to implement locally, or a preauthorization (PAPR) report to support a request for authorization for a Public Law 83-566 plan, is developed. All appropriate USDA agencies, the Departments of the Interior and Army and other concerned Federal agencies will be notified of the potential project. Also, the Governor or designated agency, concerned State agencies, and the public

will be notified of the project. Information gathered in the resource plan phase is useful to local organizations in deciding whether to seek Public Law 83-566 assistance for installation.

### *Preauthorization Report:*

If the SLO decides to apply for Public Law 83-566 assistance, a preauthorization report will be prepared. The report will display problems, alternatives for solving or partially solving identified problems, estimated cost and any adverse and beneficial effects of at least one proposed alternative. Detail will be enough to show the potential for developing a watershed project.

### *Plan of Work:*

A plan of work will be prepared to use as a management tool during plan development. It will summarize studies done to date and describe the remaining work needed. It will show the interdisciplinary technical procedures to be used in the plan development study and the time frame for accomplishing each task. It should include the scope, affected resources, planning detail, public participation, estimated cost, and schedule for completing the plan. The plan of work shall include input of NRCS (including regional review team), the Forest Service, other Federal and State agencies, and the local SLO.

### *Regional Concurrence:*

A regional review team will review the technical adequacy of the preauthorization report and the plan of work.

*Authorization to Develop PL83-566  
Watershed Plan:*

The State Conservationist shall file a request to the NRCS Chief for planning authorization. The request includes:

- Designated State agency's current priority rating for the watershed application
- A copy of the preauthorization report and updated plan of work
- A list of the SLO, the name and address of the current chairman
- The name of the person designated as the contact for all the SLO's
- An estimate of the costs and evidence of public participation and coordination with other agencies and groups.

Coordination, as needed, will be done with the Army Corps of Engineers. The NRCS Chief is responsible for authorizing assistance to develop a watershed plan. The authorization will specify the purposes that can be included in the plan. Following authorization from the Chief, the State Conservationist will notify the SLO, the concerned U.S. Senators and Representatives, designated State agency, Forest Service, Interior Department, Corps of Engineers, and other Federal and State agencies.

*PL83-566 Watershed Plan:*

Watershed plan development follows the nine-step NRCS planning process set forth in the NRCS National Planning Procedures Manual (See Page 5). Formulation will be based on the problems or purposes for which the planning was authorized. At least two alternatives are to be displayed in each plan: the no-action alternative and the alternative that reasonably maximizes net economic benefits (the NED plan). All PL83-566 plans are to be in compliance with NEPA and are to include an Environmental Impact Statement (EIS) or an Environmental Assessment (EA).

Table 1  
 PL83-566, WATERSHED PROTECTION AND FLOOD PREVENTION PROGRAM

Project Phases				
Phase	Duration	Cost Range	Local Share	Purpose
Interdisciplinary Team Review	3 months	\$5-10,000	Zero	Determine Federal Interest
Preauthorization Report	12 months	\$60-70,000	Zero	Determine economic, engineering feasibility for one alternative
Watershed Plan	24 months	\$300-600,000	Zero	Determine optimum solution with local sponsors' input
<b>Implementation Phase</b>				
Land Treatment	5 years	\$300-600,000	Up to 35%	Develop and implement 5-10 year Long Term Contracts with individual land users
Nonstructural Measures			Up to 25%	Acquire easements, floodproofing
<b>Structural Measures</b>				
Plans and Specifications	9 months	\$200-300,000	Zero	Prepare Contract for Construction
Construction	1-8 yrs.	\$1-3,000,000	See Table 2	Construction by Contractor under NRCS supervision

Table 2. Comparison of Features of Natural Resource Conservation Service Water Resource Programs

	Watershed Protection & Flood Prevention		River Basin Studies	Flood Plain Management	Emergency Watershed Protection
	Overall	Individual LTC*	Cooperative Studies		
Purpose	-Flood Protection -Watershed Protection -Water Conservation -Water Quality Conserv.	-Water-related erosion control -Water Conserv. -Water Quality -----	Flexible; as needed to plan for implementation	Reduce flood damage by out-lining area & planning	Reduce erosion & flood threat caused by natural disaster
Sponsors Required	District & Unit of Government		State agency	Unit of Governmt.	Agency or Gov't.
Size	250,000 acres or less	One or more treatmt units	No limit	Upland watershed size	No limit
Time to Complete	Plan 1-3 yr. Const. 1-8 yr.	3-10 yr. Contract	1-3 yrs.	0.5-1 yr.	Immediate to 220 days
Federal Financial Assistance	No limit	No > \$100,000 per indiv. or \$10,000 for mgt.	None: State funds share-plng	None: Local funds share plng	80-100% to repair to prior condition
Federal Cost Share %					
Erosion Control	65	65	0	0	80-100
Flood Control	100	N.A.	0	0	80-100
Drainage Water Conservatn	50	N.A.	0	0	0
Water Quality	50	50	0	0	0
Fish & Wildlife	30	0	0	0	0
Recreation	50 (facilts)	0	0	0	0
Water Supply	0	0	0	0	0
Authorizing Legislation	PL 83-566 (1954)		Section 6, PL 83-566 (1954)		Sect. 403 PL95-33

\*LTC - Long Term Contract is with one individual landowner

## *Emergency Watershed Protection Program*

The objective of this program is to assist in relieving imminent hazards to life and property from floods and the products of erosion created by natural disasters that are causing a sudden impairment of a watershed. Natural disasters can include, but are not limited to, floods, fires, windstorms, hurricanes, earthquakes, tornadoes and droughts. Assistance is available to those public or private landowners, land managers, land users, or others who have a legal interest in or responsibility for the values threatened by a watershed emergency, and have

exhausted or have insufficient funds or other resources available to provide adequate relief from the applicable hazards. Sponsor must be a legal subdivision of State government or a State itself, a local unit of government, or tribal organization and must have legal authority and agree to use such authority to obtain needed real property rights, water rights and permits and agree to provide for the operation and maintenance of completed emergency measures.

## *Cooperative River Basin Studies*

Cooperative river basin studies provide USDA planning assistance to Soil Conservation Districts, communities, county governments, regional planning boards, other planning groups and State and Federal agencies. The purpose of these studies is to assist in appraising water and related land resources; defining and determining the extent of the problems; and formulating alternative plans, including land treatment, nonstructural or structural measures or combinations thereof, that would solve existing problems or meet existing or projected needs. These studies concentrate on specific objectives identified by the requesting agencies and citizen groups which are consistent with USDA authorities and responsibilities and current NRCS priorities. The objectives ordinarily include the formulation of a plan but may require only inventories of available resources and associated problems to be used by other agencies in plan formulation. USDA assistance is provided through field advisory committees composed of representatives of the Forest Service and NRCS. The NRCS representative chairs the field advisory committee. Assistance is available to conservation districts, communities, county governments, regional planning boards, other planning groups and State and Federal agencies. Local groups express their desires for a cooperative study to the governor or appropriate State agency.

For a cooperative study, the governor, or a Federal, State, or local government agency must submit a written request and a Proposal to Study through the NRCS State Conservationist. Assistance in preparing the proposal may be obtained by contacting the State Conservationist.

The State Conservationist sends the request and proposal with comments to the Chief for consideration. The proposal should:

- a. Describe the basin or study area, including a map of the study area.
- b. Explain the need for the study
- c. Explain the need for USDA participation
- d. State the responsibility and authority of the requesting agency in the study
- e. Estimate the extent of participation of other Federal and State agencies
- f. Discuss views and priorities of affected soil conservation districts regarding the proposed study
- g. Briefly describe the intended management organization of the study
- h. Specifically describe the expected results of the study
- i. Identify primary users of the study results and the manner in which the results will be used
- j. State the relationship of the study to ongoing and completed river basin studies
- k. State that procedures for informing clearinghouses and for eliciting public participation will be followed
- l. Estimate the duration and scope of the study
- m. Estimate the study costs by year and agency

## *Flood Plain Management Studies*

Flood plain management studies provide needed information and assistance to local and state entities so that they can implement programs for reducing existing and future flood damages in rural and urban communities. Assistance is targeted to communities where flood damage is a serious concern and local governments are sincerely interested in taking action to reduce damage.

Assistance is available to conservation districts, communities, county governments, regional planning boards, other planning groups, and State and Federal agencies.

A conservation district, local community, or other jurisdiction may request flood plain management assistance for a local area for which they are responsible. The request shall be in writing to the governor or the agency of State government responsible for flood plain management activities. Assistance in making application may be obtained by contacting NRCS office.

## *USDA Water Quality Program*

As point (or pipe) sources of water pollution are eliminated or treated, nonpoint source water pollution (or that water quality degradation resulting from man's activities on the land) is increasingly becoming a larger proportion of the remaining pollution. The NRCS has been working through Soil Conservation Districts to assist private landowners and units of government to improve water quality.

Hydrologic Unit Area projects entail the planning and implementation of best management practices on the basis of a watershed or aquifer. Demonstration projects are to demonstrate new best management practice technology. Nationwide, projects have included 74 Hydrologic Unit Area and 16 Demonstration projects. Additionally there have been 71 Water Quality Special Projects. NRCS, Rutgers Cooperative Extension, and Consolidated Farm Services Agency provide technical, educational and financial assistance, respectively, to these projects in New Jersey. Assistance should be requested from your local District Conservationist.

## *Wetlands Reserve Program*

The Wetlands Reserve Program (WRP) was authorized by the Food, Agriculture, Conservation and Trade Act of 1990. The purpose of the program is to restore and protect wetland areas by recreating wetland hydrology and vegetation, to provide habitat for migratory birds and other wildlife, help purify water supplies, help absorb flood waters, ground water recharge, increase open space, and improve aesthetic values and environmental education.

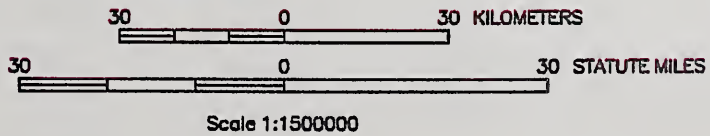
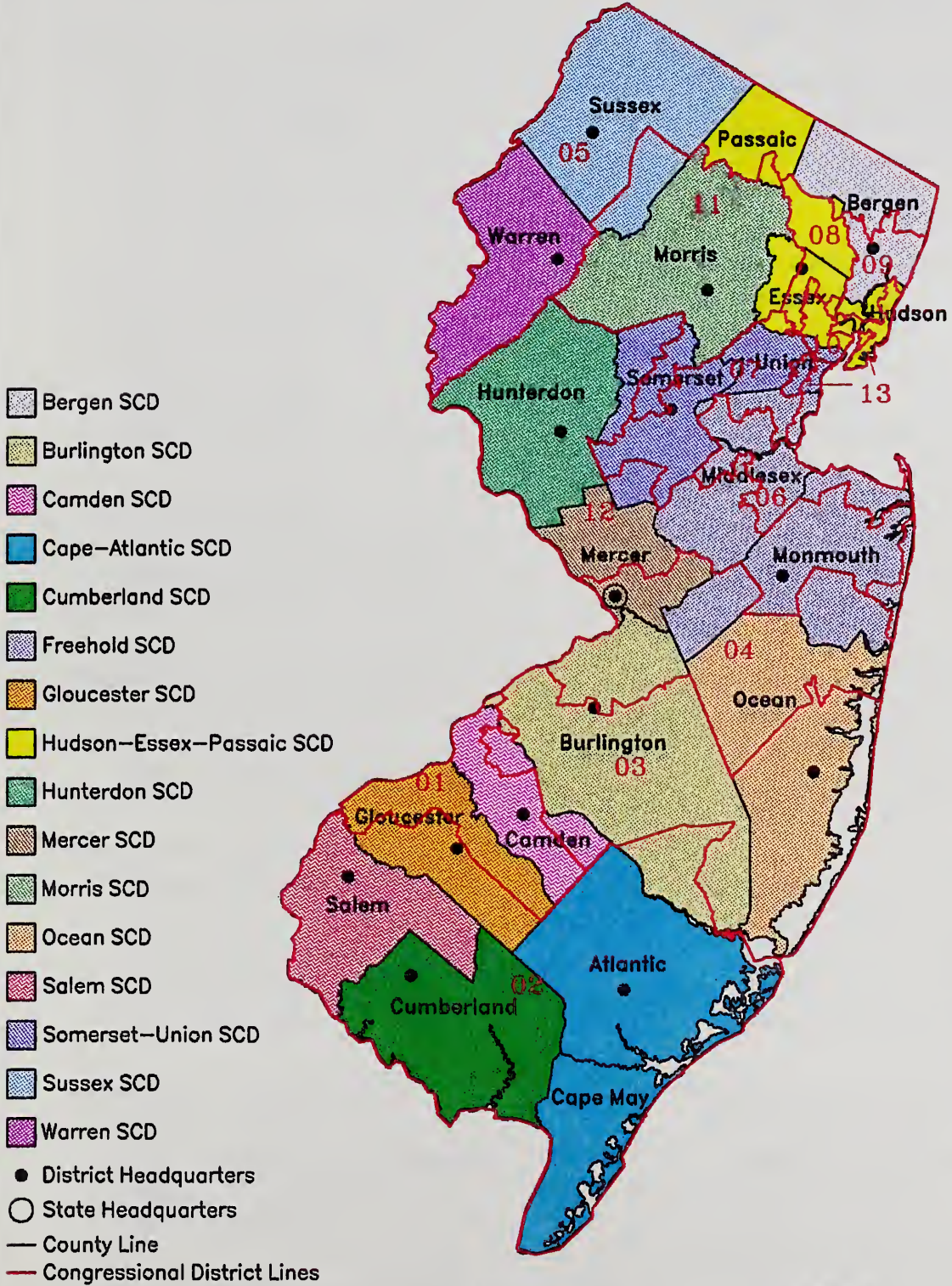
Under WRP, conservation easements are purchased from voluntarily participating landowners for wetland areas that have been previously drained and are now, or have been, used intensively for crop production. Eligible landowners must have owned the land for 12 months before the end of any signup period unless the land was acquired by will or succession as a result of the death of the previous owner or if NRCS determines the new owner did not acquire land for the express purpose of placing it in WRP. Adjacent land found necessary to protect the restored wetland also will be included. Eligible land includes

agricultural lands with restorable wetlands; riparian areas that connect with protected wetlands, along streams and other waterways; adjacent lands that will contribute significantly to wetland functions and values; previously restored wetlands under a State or Federal restoration program; and privately developed wetland areas meeting NRCS restoration standards. Enrolled acreage is restored as wetlands, with ownership and control of access remaining with the landowner.

A wetlands restoration plan is developed by NRCS and the Department of the Interior's Fish and Wildlife Service, to specify the manner in which wetlands and adjacent lands (if any) are to be restored and maintained. Also, under WRP, cost share payments of up to 100 percent are made for wetland restoration. A signup period is held for a limited time period annually. Contact your local District Conservationist to obtain further information.



# Soil Conservation Districts and Congressional Districts New Jersey



Base Map: 1:250000 DLG USGS, 1990  
 Thematic Data: NJ Department of Agriculture  
 State Soil Conservation Committee  
 ★ Natural Resources Conservation Service



## SOIL CONSERVATION DISTRICTS IN NEW JERSEY

### **Bergen County SCD**

327 Ridgewood Avenue  
Paramus, NJ 07652  
(201) 261-4407

### **Burlington County SCD**

Tiffany Square  
Suite 100 RD #2  
2615 Rt. 38  
Mount Holly, NJ 08060  
(609) 267-7410

### **Camden County SCD**

403 Commerce Lane  
Suite 1  
Berlin, NJ 08009  
(609) 767-6299 or 767-3977

### **Cape-Atlantic SCD**

6260 Old Harding Highway  
Mays Landing, NJ 08330  
(609) 625-3144

### **Cumberland County SCD**

P. O. Box 144, Rt. 77  
Deerfield, NJ 08313  
(609) 451-2422 or 451-2144

### **Freehold SCD**

(Monmouth and Middlesex  
counties)  
211 Freehold Road  
Manalapan, NJ 07726  
(908) 446-2300

### **Gloucester County SCD**

Kandle Center  
72 E. Holly Ave., Suite 102  
Pitman, NJ 08071  
(609) 589-5250

### **Hudson, Essex, Passaic SCD**

571 Bloomfield Avenue,  
Verona, NJ 07044  
(201) 239-1886 or 239-1939

### **Hunterdon County SCD**

Community Service Annex  
8 Gauntt Place  
Flemington, NJ 08822  
(908) 788-1397 or 782-3915

### **Mercer County SCD**

508 Hughes Drive  
Hamilton Square, NJ 08690  
(609) 586-9603 or 584-8337

### **Morris County SCD**

Court House  
P.O. Box 900  
560 W. Hanover Ave.  
Morristown, NJ 07963-0900  
(201) 285-2953 or 538-1552

### **Ocean County SCD**

714 Lacey Road  
Forked River, NJ 08731  
(609) 971-7002 or 971-3316

### **Salem County SCD**

1000 East, Rt. 40  
P. O. Box 307  
Woodstown, NJ 08098  
(609) 769-1124

### **Somerset-Union SCD**

4-H Building  
308 Milltown Road  
Bridgewater, 08807  
(908) 526-2701 or 725-3848

### **Sussex County SCD**

88 Plotts Road  
Newton, NJ 07860  
(201) 579-5074

### **Warren County SCD**

Stiger Street  
Hackettstown, NJ 07840  
(908) 852-2579 or 852-5450

## NRCS OFFICES IN NEW JERSEY

### STATE OFFICE -

#### **USDA NRCS**

State Conservationist  
1370 Hamilton Street  
Somerset, NJ 08876  
(908) 246-1205

### NRCS FIELD OFFICES - Contact District Conservationist

#### **Bridgewater**

(Somerset and Union counties)  
Somerset County 4-H Center  
308 Milltown Road  
Bridgewater, NJ 08807  
(908) 725-3848

#### **Deerfield** (Cumberland County)

P.O. Box 144  
Deerfield, NJ 08313  
(609) 451-2144

#### **Flemington** (Hunterdon County)

8 Gauntt Place  
Flemington, NJ 08822  
(908) 782-3915

#### **Freehold**

(Middlesex and Monmouth  
counties)  
Opatut Professional Center  
Suite B-11, 77-55 Schanck Road  
Freehold, NJ 07728  
(908) 462-1079

#### **Hackettstown**

(Warren and Sussex counties)  
Hackettstown Commerce Park  
Building #1  
101 Bilby Road  
Hackettstown, NJ 07840  
(908) 852-5450

#### **Hamilton Square**

(Mercer County)  
508 Hughes Drive.  
Hamilton Square, NJ 08690  
(609) 584-8337

#### **Mays Landing**

(Atlantic and Cape May counties)  
6200 Old Harding Highway  
Mays Landing, NJ 08330  
(609) 625-9400

#### **Morristown** (Morris, Passaic, Bergen, Essex, Hudson counties)

Courthouse  
PO Box 900  
Morristown, NJ 07963-0900  
(201) 538-1552

#### **Mt. Holly**

(Burlington, Ocean and Camden  
counties)  
Tiffany Square Suite 100  
RD #2 2615 Route 38  
Suite 100  
Mt. Holly, NJ 08060  
  
(609) 267-0811

#### **Pitman**

(Gloucester and Salem counties)  
Kandle Center  
72 East Holly Ave., Suite 1-A  
Pitman, NJ 08071  
(609) 582-9027

#### **State Soil Conservation Committee**

CN 330  
Trenton, NJ 08625-0330  
(908) 292-5540

## *GUIDE TO ABBREVIATIONS AND ACRONYMS*

The following list defines some of the more frequently used abbreviations and acronyms that you may encounter in working with us and reading our documents.

BC - Benefit Cost  
B/C - Benefit Cost Ratio  
EIS - Environmental Impact Statement  
EA - Environmental Assessment  
FONSI - Finding of No Significant Impact  
LI - Locally implemented  
NEPA - National Environmental Policy Act  
NRCS - Natural Resources Conservation Service  
O&M - Operation and Maintenance  
P&G - Economic and Environmental Principles and Guidelines for Water and Related Land Resource Implementation Studies  
PAPR - Preauthorization Planning Report  
PL83-566 - Watershed Protection and Flood Prevention Act  
SCD - Soil Conservation District  
SLO - Sponsoring Local Organization  
SSCC - State Soil Conservation Committee  
TA - Technical Assistance  
TA/FA - Technical and Financial Assistance  
USDA - United States Department of Agriculture

## *References*

December 1992. National Watershed Manual. USDA Natural Resources Conservation Service. Washington, D.C.

September 1993. National Planning Procedures Manual. USDA Natural Resources Conservation Service. Washington, D.C.

A Guide to Watershed Projects. The Watershed Protection and Flood Prevention Act. How it can help you! National Association of Conservation Districts in cooperation with the National Watershed Coalition. 9150 West Jewell Avenue, Suite 102, Lakewood, Colorado.

June 1981. Public Participation Policy. NRCS General Manual. Part 400. 400-1 to 400-6.



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